



RFQ No. DACW67-02-Q-0010

**US Army Corps
of Engineers®**
Seattle District

Project: 8-10 YEAR INTERPRETIVE DESIGN PLAN

Location: SEATTLE, WASHINGTON

**SERVICE SOLICITATION
AND SPECIFICATIONS**

Closing Date: 7 DECEMBER 2001
Closing Time: 3:00 PM LOCAL TIME

REMARKS: Quotes may be faxed to (206) 764-6817, Attention: Susan Newby, or mailed to US Army, Corps of Engineers, Seattle District, Attention: Susan Newby, P.O. Box 3755, Seattle, WA 98124-3755.

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER W68MD9-1295-6128		PAGE 1 OF 17	
2. CONTRACT NO.		3. AWARD/EFFECTIVE DATE		4. ORDER NUMBER		5. SOLICITATION NUMBER DACW67-02-Q-0010	
7. FOR SOLICITATION INFORMATION CALL		a. NAME SUSAN F NEWBY				b. TELEPHONE NUMBER (No Collect Calls) 206-764-6780	
9. ISSUED BY USA ENGINEER DISTRICT, SEATTLE ATTN: CENWS-CT P.O. BOX 3755 SEATTLE WA 98124-3755 TEL: 206-764-3772 FAX: 206-764-6817		CODE DACA67		10. THIS ACQUISITION IS <input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> SET ASIDE: 100%FOR <input checked="" type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> SMALL DISADV. BUSINESS <input type="checkbox"/> 8(A) SIC: 7389 SIZE STANDARD: \$5 million		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE	
						12. DISCOUNT TERMS	
						13 a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)	
						13 b. RATING	
						14. METHOD OF SOLICITATION <input checked="" type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP	
15. DELIVER TO SUPPLY & FACILITIES MGMT BR. 4735 E. MARGINAL WAY S. SEATTLE WA 98134-2385		CODE G370F00		16. ADMINISTERED BY SEE ITEM 9			
17 a. CONTRACTOR/ CODE OFFEROR		FACILITY CODE		18 a. PAYMENT WILL BE MADE BY CODE			
TEL.							
<input type="checkbox"/> 17 b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18 b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18 a. UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM					
19. ITEM NO.		20. SCHEDULE OF SUPPLIES/ SERVICES		21 QUANTITY		22. UNIT	
		SEE SCHEDULE				23. UNIT PRICE	
						24. AMOUNT	
25. ACCOUNTING AND APPROPRIATION DATA						26. TOTAL AWARD AMOUNT	
<input type="checkbox"/> 27 a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1. 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED.						ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED	
<input type="checkbox"/> 27 b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED.						ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED	
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 1 COPIES <input checked="" type="checkbox"/> TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.				29. AWARD OF CONTRACT: REFERENCE <input type="checkbox"/> OFFER DATED . YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30 a. SIGNATURE OF OFFEROR/CONTRACTOR				31 a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)			
30 b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30 c. DATE SIGNED		31 b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT)		31 c. DATE SIGNED	
32 a. QUANTITY IN COLUMN 21 HAS BEEN <input type="checkbox"/> RECEIVED <input type="checkbox"/> INSPECTED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED		33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		34. VOUCHER NUMBER		35. AMOUNT VERIFIED CORRECT FOR	
32 b. SIGNATURE OF AUTHORIZED GOVT. REPRESENTATIVE		32 c. DATE		36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		37. CHECK NUMBER	
41 a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT				38. S/R ACCOUNT NUMBER		39. S/R VOUCHER NUMBER	
41 b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		41 c. DATE		42a. RECEIVED BY (Print)		40. PAID BY	
				42b. RECEIVED AT (Location)			
				42c. DATE REC'D (YY/MM/DD)		42d. TOTAL CONTAINERS	

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

NAICS Coding versus SIC Coding

The computer program used to generate this document does not allow completion of Block 10, Standard Form (SF) 1449, with a NAICS code. The SIC Code, 7389, under Block 10, shall be read as if completed with the NAICS code 541990. The size standard is \$5 MILLION.

****NOTE****

**QUOTES ARE DUE INTO THIS OFFICE
NO LATER THAN
DECEMBER 7, 2001
AT
3:00PM LOCAL TIME**

INFORMATION FOR WRITTEN QUOTES:

Please note the following changes, clarifications, or additions to the terms in various provisions and clauses included in this solicitation.

Whenever the words "offer", "proposal", "offerors", or similar terms are used in this solicitation, they shall be read to mean "quote", "quotation", "quoter", or similar corresponding term to reflect that this solicitation is a Request for Quotations (RFQ), not a Request for Proposals (RFP).

Since this solicitation is a RFQ instead of an RFP, paragraphs (g) and (h) of FAR 52.212-1 are deleted.

PROSPECTIVE OFFERORS: THE DIRECTOR OF DEFENSE PROCUREMENT HAS ISSUED A FINAL RULE AMENDING THE DEFENSE FEDERAL ACQUISITION REGULATION SUPPLEMENT (DFARS) THAT REQUIRES CONTRACTORS TO BE REGISTERED IN THE DEPARTMENT OF DEFENSE (DOD) CENTRAL CONTRACTOR REGISTRATION (CCR) FOR AWARDS RESULTING FROM SOLICITATION ISSUED AFTER MAY 31, 1998.

THIS RULE EFFICIENTLY IMPLEMENTS THE DEBT COLLECTION IMPROVEMENT ACT OF 1996 AS IT REQUIRES CONTRACTORS TO BE REGISTERED IN CCR FOR CONSIDERATION OF FUTURE SOLICITATIONS, AWARDS AND PAYMENT. REGISTRATION IS REQUIRED PRIOR TO AWARD OF ANY CONTRACT, BASIC AGREEMENT, BASIC ORDERING AGREEMENT OR BLANKET PURCHASE AGREEMENT FROM A SOLICITATION ISSUED AFTER MAY 31, 1998. NO CONTRACT AWARD WILL BE MADE TO AN UNREGISTERED CONTRACTOR. INTERNET ACCESS ALLOWS CONTRACTORS TO REGISTER BY COMPLETING AN ELECTRONIC ON-LINE REGISTRATION APPLICATION FROM CCR HOMEPAGE AT <http://www.ccr.gov/>. FOR FURTHER ASSISTANCE IN COMPLETING YOUR ONLINE REGISTRATION, CONTACT THE NEAREST PROCUREMENT TECHNICAL ASSISTANCE CENTER (PTAC) NEAR YOU. A LIST OF THE NEAREST PTAC IS LOCATED AT: <http://www.rcacwv.com/ptac.htm>.

CONTRACTOR MUST PROVIDE DUN AND BRADSTREET NUMBER: _____
If contractor does not have DUNS number, contractor may register in CCR to retrieve a number immediately (see internet address above, or you may call 888-333-0505).

CONTRACTOR MUST PROVIDE TAX IDENTIFICATION NUMBER: _____

PERIOD OF PERFORMANCE: PROFESSIONAL SERVICES WILL COMMENCE FIVE (5) WORKING DAYS AFTER NOTICE OF AWARD. WORK WILL BE COMPLETED BY AUGUST 31, 2002.

NOTE: Responses via Non-Facnet and Facnet will be accepted through the Seattle District office. This Request for Quotations (RFQ) is considered for Small Business Set-Aside Only; Large Business will not be considered.

Contractors must quote on all line items. **AWARD WILL BE BASED ON QUALIFICATIONS, AND LOW, RESPONSIBLE QUOTER.**

EDI contractors MUST request for the specifications. Failure to do so will result in rejection of offers. Upon requesting a copy of the RFQ, the point of contact is:

SUSAN NEWBY, Contract Specialist
CONTRACTING WEB ADDRESS: <http://www.nws.usace.army.mil/index.cfm>
(Click on Contract and Bid Information)
E-MAIL ADDRESS: Susan.F.Newby@nws02.usace.army.mil
TELEPHONE: (206) 764-6780
FACSIMILE: (206) 764-6817

Representations and Certifications contained herein must be completed by quoters and returned with offers. Please submit your completed Quotation, no later than December 7, 2001, to the address shown in Block 9, of the Standard Form (SF) 1449,

Quotation/Contract/Order for Commercial Items. Facsimile quotes may be sent to the Seattle District, Corps of Engineers, Attention: Susan Newby at (206) 764-6817.

Any amendments that will follow, will be accepted until the time and date of closing. Amendments must be acknowledged by signing the front page of the Standard Form (SF) 30, Amendment of Solicitation/Modification of Contract.

Instructions on FAR 52.212-2, Evaluation – Commercial Items (Jan 1999).

This request for quotation contains Evaluation Factors for the Professional Services identified in the Scope of Work. The Government reserves the right to make an award, which will be determined the most advantageous to the Government based on Best Value evaluation factors.

In accordance with the provisions contained herein, award shall be made to a single offeror. The Government will select the most advantageous offer based on technical merit and cost. No quote shall be accepted that does not contain the total amount of work specified in this solicitation. To be considered for award, quotes shall conform to the terms and conditions contained in this solicitation. The following factors shall be used to evaluate offers:

1. **Selection Board:** Contracting Officer will establish a selection board to conduct an evaluation of each quote received in response to this solicitation. The evaluation will be based exclusively on the merits and content of the quote. The Board will not consider any information incorporated by reference or otherwise referred to.
2. **Evaluation Factors:** In descending order of preference, based on the criteria below, overall ratings are evaluated on the basis of technical merit and cost as follows:

a. **WORK PLAN** – Offerors must submit a Work Management Plan that outlines the approaches or management techniques the contractor will use in accomplishing the Scope of Work. The Plan will include a surveillance plan and a list of the type of application techniques the contractor plans to use to transpire a successful 10-year interpretive plan. The Plan shall include a short synopsis of the contractor's quality control program and procedures.

EVALUATION: The work plans will be evaluated based on the approaches and/or management techniques the contractor will utilize during the period of service. Plans will be evaluated by the selection board. Pricing data will not be considered during this evaluation. Criteria for the technical evaluation are set forth in accordance with the Scope of Work and will be part of determining the technical merit of quotes. The other part includes Past Experience and Performance.

b. **PAST EXPERIENCE** – Offerors must submit completed questionnaire (Contractor's Past Experience; form attached) for projects completed for other agencies or companies. No less than three questionnaires will be accepted, with a maximum of five questionnaires submitted. These projects must have been completed within the last five (5) years.

Offerors shall complete the upper part of the questionnaire; the bottom half of questionnaire (Interview Questions) will be completed by the Government after contacting the references. The point of contact you include on the questionnaire will be contacted and will be asked the following questions. POC's responses shall be able to provide an overall rating, to include, past experience of similar projects:

1. QUALITY OF SERVICE PROVIDED
2. TIMELINESS OF PERFORMANCE
3. BUSINESS WORKING RELATIONS BETWEEN BOTH PARTIES
4. WOULD THIS CONTRACTOR BE RECOMMENDED FOR FUTURE WORK?

Excellent: Exceeded requirements

Fair: Met requirements.

Unsatisfactory: Requirements not met.

EVALUATION AND RATING OF PAST EXPERIENCE:

1. Green – Evaluated for exceeding requirements.
2. Amber – Evaluated on meeting requirements.
3. Red – Evaluated on not meeting the requirements.

PAST EXPERIENCE – Performed Professional Studies and created a Management plan that included ideas, objectives and/or recommendations, that was successfully implemented to satisfy the overall environment of a project or a subject, for the past two (2) years or longer.

3. **Price:** Price of the contract is considered secondary to the technical factors and will be independently evaluated to determine whether the proposed price is complete and reasonable and to aid in the determination of the offeror's understanding of the work and ability to perform the contract. Price will be evaluated but will not be scored.
4. **Basis of Award:** Award shall be made to a higher rated offeror and may be awarded to a higher priced offeror if the offer is sufficiently more advantageous to the Government, inasmuch, to justify the payment of a higher price. The degree of importance of cost as a factor shall become more important when the work plan, past experience and performance are

relatively equal in merit. Prices quoted for this project reflects all costs associated with the work required to complete the tasks identified in the Scope of Work and will be evaluated to reflect the Contractor's understanding of the project requirements, as well as the potential to provide the Best Value to the Government.

Contractor #1

OFFEROR NAME: _____

AGENCY OR COMPANY THAT WORK WAS PERFORMED FOR: _____

POINT OF CONTACT & TELEPHONE NUMBER: _____

DATES SERVICES PROVIDED: _____

BRIEF DESCRIPTION OF WORK PROVIDED: _____

POC CONTACTED: _____

1. **QUALITY OF SERVICE PROVIDED:** Compliance with contract requirements, accuracy of reports, evidence of technical excellence and quality workmanship, and responsiveness to technical questions/problems.

☐ Excellent: ☐ Fair ☐ Unsatisfactory
2. **TIMELINESS OF PERFORMANCE:** Adherence to delivery schedules including reports, administrative aspects of performance, technical resolution to questions/problems.

☐ Excellent: ☐ Fair ☐ Unsatisfactory
3. **BUSINESS RELATIONS BETWEEN BOTH PARTIES:** History of reasonable and cooperative behavior, evidence of customer satisfaction, flexibility, effective contractor recommended solutions to problems and business-like concern for the interests of the Government.

☐ Excellent: ☐ Fair ☐ Unsatisfactory
4. **WOULD YOU RECOMMEND THIS VENDOR/CONTRACTOR?**

☐ YES ☐ NO

**QUESTIONNAIRE – CONTRACTOR'S PAST EXPERIENCE
(OFFERORS MUST COMPLETE THIS PORTION)**

Contractor #2
OFFEROR NAME: _____

AGENCY OR COMPANY THAT WORK WAS PERFORMED FOR: _____

POINT OF CONTACT & TELEPHONE NUMBER: _____

DATES SERVICES PROVIDED: _____

BRIEF DESCRIPTION OF WORK PROVIDED: _____

**INTERVIEW QUESTIONS
(GOVERNMENT WILL COMPLETE THIS PORTION)**

POC CONTACTED: _____

PAST EXPERIENCE:

5. **QUALITY OF SERVICE PROVIDED:** Compliance with contract requirements, accuracy of reports, evidence of technical excellence and quality workmanship, and responsiveness to technical questions/problems.

☐ Excellent: ☐ Fair ☐ Unsatisfactory

6. **TIMELINESS OF PERFORMANCE:** Adherence to delivery schedules including reports, administrative aspects of performance, technical resolution to questions/problems.

☐ Excellent: ☐ Fair ☐ Unsatisfactory

7. **BUSINESS RELATIONS BETWEEN BOTH PARTIES:** History of reasonable and cooperative behavior, evidence of customer satisfaction, flexibility, effective contractor recommended solutions to problems and business-like concern for the interests of the Government.

☐ Excellent: ☐ Fair ☐ Unsatisfactory

8. **WOULD YOU RECOMMEND THIS VENDOR/CONTRACTOR?**

☐ YES ☐ NO

Contractor #3
OFFEROR NAME: _____

☐ YES ☐ NO

SECTION SF 1449 CONTINUATION SHEET

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		1.00	Lump Sum		
	VISITOR CENTER PLANNING PROSPECTUS				
	FFP - Lake Washington Ship Canal/Hiram M. Chittenden Locks Visitor Center Planning Prospectus. See Statement of Work for Details.				
	PURCHASE REQUEST NUMBER W68MD9-1295-6128				
				NET AMT	

**Scope of Work
for
Hiram M. Chittenden Locks
Interpretive Design Plan**

1. Objectives:

To obtain an interpretive exhibit plan for the visitor center and fish ladder area that informs the public about the role of the U.S. Army Corps of Engineers in the nation, in the Northwestern Division, and at the Lake Washington Ship Canal/Hiram M. Chittenden Locks. The plan shall be long-range (eight to ten years) with a centralized theme and sub-themes.

2. Statement of Work:

Work consists of providing the necessary personnel, materials and equipment to produce a detailed interpretive plan for a Class A Regional Visitor Center and fish ladder viewing room located at the Hiram M. Chittenden Locks, Seattle, Washington. All work will be accomplished in accordance with the attached specifications, contract clauses, special contract requirements and appendices.

3. Scope of Work:

- (a) Review exhibits and services in the Visitor Center and Fish Ladder and make recommendations concerning visitor center, visitor services and exhibit needs for the future. The final plan shall suggest possible changes in overall visitor center and fish ladder objectives, themes, topics, content, media, design, interactivity, ease of updating information and traffic flow. The Visitor Center and Fish Ladder shall be reviewed as a whole.
- (b) The Contractor shall provide three hard copies of the final interpretive plan and one electronic PC version (Microsoft Word) on a CD. The narration shall provide recommendations and findings such as:
 - objectives for each exhibit
 - description of traffic flow
 - placement of exhibits
 - results of visitor surveys
 - vandalism precautions
 - media type/audio visual techniques, equipment
 - installation priorities, to provide the Government with an idea of which exhibits should be designed, fabricated and installed first, second, etc. Provide an estimation (in today's dollar and based upon your recommendation for each exhibit) of the cost to design, fabricate and install each exhibit. Exhibits will be constructed and installed over a period of eight to ten years.
- (c) A schematic section shall include recommendations for:
 - floor plans which outline visitor flow both in the Visitor Center and Fish Ladder Viewing Room
 - exhibit location recommendations
 - concept sketches: three or four gallery views or typicals
- (d) The final plan should suggest possible improvements for the interpretive services for the public, with priority of work focused on the options below with the percentage of work time and effort identified:
 1. Presume the Corps must work within a budget to complete the refurbishment over a ten-year period. If this is the recommendation implemented, work should be able to be completed on a job by job (exhibit by exhibit) basis, while taking into consideration the possible need for wall and carpet treatments at some time during the exhibit replacement. 70%
 2. Presume the Corps has sufficient funds to completely refurbish the existing visitor center. 20%
 3. Presuming the Corps has unlimited funds, make recommendations as to where the visitor center should be located and what it should contain for exhibits and services. 10%
- (e) Conduct voluntary verbal visitor surveys (exit survey of visitor to the exhibits and a sample survey of visitors who do not enter the visitor center) to determine the effectiveness of current exhibits, their interests, expectations and what would entice them to view the exhibits. Corps staff will develop questions used in the survey. Survey sample size will be determined between

Contractor and Corps staff and approved by OMB.

- (f) Contractor will also review and recommend solutions on the perceived problems listed below.
- Low percentage of visitors entering the Visitor Center.
 - Low percentage of visitors who proceed upstairs to view exhibits.
 - Low percentage of repeat visitors to the center.
 - Limited interactive exhibits and lack of interest in other exhibits.
 - Lack of data on how visitors feel about and react to exhibits.
 - Visitor disappointment of not seeing fish in the fish ladder.
 - Making the fish ladder viewing room more inviting and attractive.
 - Lack of visitor's ability to get more detailed information on subjects they seek.
 - Lack of the ability to update and change the information presented within exhibits
 - Reliability issues with mechanical and interactive exhibits.
 - All users shall be considered in this interpretive plan. Users include local residents, visitors outside the local area and state, visitors from foreign countries, and visitors with disabilities (physical, mental, visual, and hearing). Exhibits and audio-visual programs recommended shall be in compliance with the Americans with Disabilities Act Accessibility Guidelines for Buildings & Facilities (ADAAG) and the ADA White Paper.

4. Meetings and Site Visits

- (a) The Contractor shall meet with employees from the Hiram M. Chittenden Locks, at the Locks, within ten working days of contract award, or at a time agreed to by both parties. Meeting arrangements can be made by contacting one of the following: Dru Butterfield (206) 789-2622 x 210 or Craig Lykins (206) 789-2622 x 211.
- (b) To ensure that the Contractor has a clear understanding of events and seasonal visitation to the Locks and to conduct visitor surveys, a minimum number of on-site visits must be made. Visits must include time to observe visitor traffic in the visitor center, fish ladder and throughout the project. Park Manager and/or Interpretive Park Ranger shall be contacted upon each visit. Visits at a minimum shall include:
- One day during the Large Lock pumpout (late November - early December)
 - One weekend day during the winter months, between December and March.
 - One day during smolt migration (mid May)
 - One week day during the peak visitation season (mid June - mid July)
 - One weekend day with a special event scheduled, during the peak visitation season (July) and join a public tour provided by contract visitor staff.

5. **Deliverables**: The Contractor shall submit a draft report of findings by July 31, 2002 for comments. The Corps will make comments and return the draft within 10 working days. The draft report may be emailed as a Microsoft Word document. The Contractor shall provide three hard copies of the final interpretive plan and one electronic PC version (Microsoft Word) on a CD. Final plan will be due no later than 31 August 2002. Plans may be mailed to:

Dru Butterfield
HMC Locks
3015 NW 54th Street
Seattle, WA 98107-4299
(206) 789-2622 x 210
dru.e.butterfield@usace.army.mil

6. Items provided by the Government

- Access to all interpretive plans and prospectus at the project.
- U.S. Army Corps of Engineer Regulations (ER) and Engineer Pamphlets (EP) regarding interpretive service and visitor centers.
- Tour of visitor center, fish ladder viewing room and project during normal operating hours.
- Information on past and current operations and programs.
- Written and oral comments on draft findings.
- Access to and use of reference materials, photographs, and slides during normal operating hours. The Contractor is required to return all items borrowed from the Government. The Government will prepare a loan receipt for all items borrowed. Final payment will not be made, until all loaned materials have been returned.
- Site access to the Visitor Center and grounds during normal operating hours.
- Subject matter expertise and frequent consultation from Government personnel (frequent consultation is strongly encouraged) to guide the Contractor in providing the final interpretive plan. Contractor shall meet with appropriate project staff whenever onsite to maximize time and money.
- Information on the history of Seattle District and US Army Corps of Engineers as requested.
- Visitor survey questions.

7. General Project Description :

The Lake Washington Ship Canal project is located entirely within the city limits of Seattle, WA. The project consists of two navigational locks, a spillway dam, a fish ladder, a botanical garden, a Class A Regional Visitor Center, and the Montlake and Fremont Cuts (two narrow land areas located along the eight mile long ship canal). The project was built and is operated by the U.S. Army Corps of Engineers as the major ship passage between Puget Sound and Lake Washington.

(a) Visitor Center Background:

The Lake Washington Ship Canal Visitor Center is one of only nine Corps Regional Visitor Centers in the country. It was the first Visitor Center designated as a Regional Visitor Center within the Corps of Engineers. Exhibits were first completed in November of 1977. The entire visitor center was refurbished with new carpet, wall coverings and exhibits, between 1993 and 1996. Two of the original exhibits (1977) are still in use.

(a) Visitor Center Building

The Corps of Engineers first Class A Regional Visitor Center was opened on November 11, 1977 at the Hiram M. Chittenden Locks. The Carpenter and Blacksmith Shop was stripped down to original 1916 concrete and rebuilt to house the Visitor Center. Due to the project's historic designation, all changes and modifications made to the Visitor Center building must comply with the National Historic regulations established by the National Park Service.

Visitors enter the center on the first floor. This floor serves predominantly as an orientation area, with a staffed information desk, a 12-minute program in the theater, seasonal exhibits, cooperative association sales area, restrooms, and an elevator.

The second floor contains most of the interpretive exhibits. This floor has no outside visitor access except for an emergency fire door. The second floor is accessible by stairs and an elevator. The area contains approximately 2500 square feet of floor space.

Structurally, the floors and outside walls of the building are concrete. Most of the inside walls are covered with acoustical panels. The floor is covered with carpeting. The ceiling is painted black so the original concrete beams and ductwork do not detract from the exhibits, but creates a rather dark atmosphere.

(b) Description/Requirements of a Class A Visitor Center:

A Class A visitor center is the most comprehensive type of center within the Corps and is designated as such because of its proximity to a metropolitan area and large visitor base. Corps' regulations on Visitor Centers require Class A centers to present the project story in a local, regional, and national context, and to tell the story of the U.S. Army Corps of Engineers. The national and regional exhibit presentations should be carefully tailored to complement, and be subtly incorporated into, the project portions of the exhibits. Certain aspects of the US Army Corps of Engineers may merit stand-alone presentation.

(c) Fish Ladder Viewing Room:

Located on the south side of the spillway dam, the Fish Ladder Viewing Room offers the public the opportunity to see different species of fish migrate between saltwater and fresh water environments. More visitors frequent the Fish Ladder than the Visitor Center, as there is always the chance of seeing salmon in the viewing windows. Summer and fall runs of salmon are one of the biggest attractions at this facility.

The viewing room is a large concrete room of approximately 1200 square feet. There are murals on the back wall opposite the viewing windows. There are steps down to the lower viewing windows on each end of the building and a ramp that goes to the upper overlook area about twelve feet away from the windows. There are four exhibits on the railing of the overlook about salmon, and a audio program started near the windows.

8. Specific Site Information

(a) Project History

The Lake Washington Ship Canal and Hiram M. Chittenden Locks Project was authorized by the Rivers and Harbors Act of June 25, 1910. The Lake Washington Ship Canal and Locks opened a transportation route between Puget Sound and lakes Washington and Union and was intended to turn the Seattle area into a major economic port and naval base. Prior to completion of the canal, Lakes Washington and Union were separate bodies of water. Attempts were made for over 40 years to create a waterway between the two freshwater lakes and the saltwater of Puget Sound. Finally in September 1911, construction began on the locks and was completed on August 3, 1916. The Project's official opening was on July 4, 1917, however, dredging continued after this date.

(b) Historical Significance

The project grounds were purchased from Ole S. Schillestad, a cabinetmaker who acquired the land in 1876. The original concrete structures at the Locks and the site layout were designed by the eminent Seattle architectural firm of Bebb and Gould and constitute a significant historic resource. A second Renaissance Revival Style was utilized in the design of the Administration Building; the most prominent building on the project. On December 14, 1978, the project, including the

Montlake and Fremont Cuts, was designated a National Historic District. All changes or modifications to project buildings or grounds must be in accordance with National Historic regulations administered by the National Park Service.

(c) Project Namesake

Hiram M. Chittenden was the Corps of Engineers' District Engineer during the design and planning of the locks (1906-1908). He was responsible for the locks being concrete instead of wood; for a dual lock design, instead of a single lock; and for eliminating the proposed lock at the eastern end of the canal, consequently lowering the level of Lake Washington and preventing flooding in the town of Renton. Chittenden left other legacies of his engineering capabilities throughout the country. The most notable of these were at Yellowstone National Park where he designed various roads, bridges, and the entrance arch. In addition to being a highly respected engineer, he was also a well-known historian and author. In 1956, Congress officially named the locks in honor of Chittenden.

(d) Montlake Cut

This is a narrow portion of the ship canal between Portage Bay and Lake Washington. Prominent nearby features include the Montlake bridge, the University of Washington, the Museum of History and Industry, and the arboretum trail. The Corps obtained consent to easement from the State of Washington in 1907 for navigational project operations. In 1970, the Corps, in cooperation with the Seattle Garden Club, completed construction of a National Scenic Waterside Trail here. Joggers, picnickers, sightseers, and fishermen frequently use the area.

(e) Fremont Cut

This is a narrow portion of the ship canal between Salmon Bay and Lake Union. Prominent nearby features include the Fremont bridge, Seattle Pacific University, and the METRO water quality lab. The Corps owns approximately fourteen feet of land on both the north and south sides of the Fremont Cut. The north side is leased to the City of Seattle and the Quadrant Corporation for recreational purposes. The Burke Gilman trail passes through this area. The Corps operates the south side. The area is frequently used by joggers, sightseers, and feeders of waterfowl.

(f) Natural Resources

The drainage basin for the Lake Washington watershed empties into Puget Sound through the ship canal. Directly west from the project across the Sound is the Olympic Mountain Range, and beyond that the Pacific Ocean. The Cascade Mountains rise to the east of the project. Ninety (150 km) miles north is the Canadian border.

The Carl S. English Jr. Botanical Garden located at the Locks, contains over 500 genera and over 1500 varieties of plants from around the world. On December 10, 1974, the garden was named in honor of the man who dedicated 43 years of his life to them. Carl English was nationally known as one of the Northwest's leading horticulturists. The garden is often used by local horticulture classes.

The project fish ladder was rehabilitated in 1976 to provide fish with a more attractive and efficient route around the dam. Four species of anadromous fish migrate through the fish ladder: chinook, coho, and sockeye salmon, and steelhead. Occasionally, sticklebacks and rainbow trout can be seen in the ladder.

Project wildlife is quite varied and abundant for such an urban area. Predominant species on the project include: Canada geese; eastern gray squirrels; various types of waterfowl; songbirds; beavers; otters; and raccoons.

(g) Commercial Users

The locks were originally constructed to assist in the development of local commerce. The area's rich natural resources could be brought to market more economically with the canal. Today, less than one third of the traffic passing through the locks is for commercial purposes.

(h) Recreation Resources

Recreation activities offered at this project include: sightseeing of the locks, fish ladder, and garden; viewing of Visitor Center exhibits; the actual locking through of 51,000 commercial and recreation boats each year; and fishing, jogging, picnicking, and sightseeing at Montlake and Fremont Cuts. Commodore Park, managed by the city of Seattle, and adjacent to the fish ladder, is a popular site for leisure activities.

(i) Visitor Profile

The project receives approximately one and a half million visitors each year. Approximately 75% of project visitors are from Washington State. A large majority of visitors come in family groups. Approximately 50% of project visitors are repeat visitors. The Locks is one of the most visited tourist attractions in Seattle. Many locals bring their guests from out of town to the Locks.

Highest visitation is from April to September, and is very closely linked to the weather.

The Visitor Center receives about 200,000 visitors each year, the project as a whole, received 1.5M visitors in 2000. Free tours of the project are given to approximately 125 special groups each year. Most tours are for school groups.

9. Safety

The work site is located at the Lake Washington Ship Canal, Hiram M. Chittenden Locks. Contractor must ensure adequate safety zones around the work site. All work, equipment and vehicles shall comply with applicable safety regulations as set forth in EM385-1-1, "Safety and Health Requirements Manual." A copy of this manual will be provided upon request.

10. Site Inspection

Prospective bidders are encouraged to visit the site prior to submitting a bid. In no event will failure to visit the site constitute grounds for additional payments after award of this contract.

11. Payment

Payment shall be made on the basis of one job. Payment shall constitute full compensation for all necessary work, including all materials, equipment, labor and incidentals.

12. Invoice Submittal

The contractor shall submit invoices as follows:

Original copy to:	USACOE Finance Center CEFC-AO-P 5720 Integrity Drive Millington, TN 38054-5005
One copy to:	Seattle District, Corps of Engineers Hiram M Chittenden Locks 3015 NW 54 th Street Seattle, WA 98107-4299

CHECKLIST FOR CONTRACTOR**Contractor Tasks:**

- ☐ 1. Meet with LWSC employees within 10 days after award, or as agreed.
- ☐ 2. Review exhibits and services in visitor center and fish ladder area, with consideration to the following budget probabilities:
 - ☐ 2a. 70% probability that a budget will refurbish the visitor center and fish ladder area over an 8- to 10-year period, as funding is available on an exhibit by exhibit basis while wall and carpet treatments are being done.
 - ☐ 2b. 20% probability of 100% refurbishing of the visitor center and fish ladder area over an 8- to 10-year period.
 - ☐ 2c. 10% probability of relocating the visitor center and starting the exhibits from scratch.
- ☐ 3. Conduct verbal visitor surveys
- ☐ 4. Analyze visitor surveys
- ☐ 5. Compile report from visitor surveys
- ☐ 6. Review and recommend solutions to perceived problems
- ☐ 7. Prepare schematics for the following items:
 - ☐ 7a. floor plans of visitor center and fish ladder area
 - ☐ 7b. exhibit locations
 - ☐ 7c. concept sketches (3-4 gallery views or typicals)
- ☐ 8. Recommend future changes for visitor center, visitor services, exhibits, including:
 - ☐ 8a. objectives for each exhibit
 - ☐ 8b. description of traffic flow
 - ☐ 8c. placement of exhibits
 - ☐ 8d. results of visitor surveys
 - ☐ 8e. vandalism precautions
 - ☐ 8f. media type and/or audio visual techniques and equipment
 - ☐ 8g. fabrication and installation schedule over 8-10 years
 - ☐ 8h. cost of design, fabrication, and installation for each exhibit

Contractor Output:

- ☐ 9. Draft interpretive exhibit plan for the visitor center and fish ladder area, e-mailed or mailed to government NLT July 31, 2002.
- ☐ 10. Review government comments, change plan as needed, provide final interpretive exhibit plan for the visitor center and fish ladder area (3 hard copies plus 1 electronic PC Word document on CD) NLT August 31, 2002.

CLAUSES INCORPORATED BY REFERENCE:

52.212-1	Instructions to Offerors--Commercial Items	OCT 2000
52.212-3	Offeror Representations and Certifications - Commercial Items	MAY 2001
52.212-4	Contract Terms and Conditions--Commercial Items	MAY 2001

CLAUSES INCORPORATED BY FULL TEXT**52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS--COMMERCIAL ITEMS (MAY 2001)**

(a) The Contractor shall comply with the following FAR clauses, which are incorporated in this contract by reference, to implement provisions of law or executive orders applicable to acquisitions of commercial items:

- (1) 52.222-3, Convict Labor (E.O. 11755).
- (2) 52.233-3, Protest after Award (31 U.S.C. 3553).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items or components:

(Contracting Officer shall check as appropriate.)

___ (1) 52.203-6, Restrictions on Subcontractor Sales to the Government, with Alternate I (41 U.S.C. 253g and 10 U.S.C. 2402).

___ (2) 52.219-3, Notice of HUBZone Small Business Set-Aside (Jan 1999).

___ (3) 52.219-4, Notice of Price Evaluation Preference for HUBZone Small Business Concerns (Jan 1999) (if the offeror elects to waive the preference, it shall so indicate in its offer).

___ (4) (i) 52.219-5, Very Small Business Set-Aside (Pub. L. 103-403, section 304, Small Business Reauthorization and Amendments Act of 1994).

___ (ii) Alternate I to 52.219-5.

___ (iii) Alternate II to 52.219-5.

___ (5) 52.219-8, Utilization of Small Business Concerns (15 U.S.C. 637 (d)(2) and (3)).

___ (6) 52.219-9, Small Business Subcontracting Plan (15 U.S.C. 637 (d)(4)).

___ (7) 52.219-14, Limitations on Subcontracting (15 U.S.C. 637(a)(14)).

___ (8)(i) 52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged Concerns (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323) (if the offeror elects to waive the adjustment, it shall so indicate in its offer).

___ (ii) Alternate I of 52.219-23.

___ (9) 52.219-25, Small Disadvantaged Business Participation Program--Disadvantaged Status and Reporting (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).

___ (10) 52.219-26, Small Disadvantaged Business Participation Program--Incentive Subcontracting (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).

XX (11) 52.222-21, Prohibition of Segregated Facilities (Feb 1999).

XX (12) 52.222-26, Equal Opportunity (E.O. 11246).

XX (13) 52.222-35, Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 4212).

XX (14) 52.222-36, Affirmative Action for Workers with Disabilities (29 U.S.C. 793).

___ (15) 52.222-37, Employment Reports on Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 4212).

___ (16) 52.222-19, Child Labor--Cooperation with Authorities and Remedies (E.O. 13126).

___ (17)(i) 52.223-9, Estimate of Percentage of Recovered Material Content for EPA-Designated Products (42 U.S.C. 6962(c)(3)(A)(ii)).

___ (ii) Alternate I of 52.223-9 (42 U.S.C. 6962(i)(2)(C)).

___ (18) 52.225-1, Buy American Act--Balance of Payments Program--Supplies (41 U.S.C. 10a-10d).

___ (19)(i) 52.225-3, Buy American Act--North American Free Trade Agreement--Israeli Trade Act--Balance of Payments Program (41 U.S.C. 10a-10d, 19 U.S.C. 3301 note, 19 U.S.C. 2112 note).

___ (ii) Alternate I of 52.225-3.

___ (iii) Alternate II of 52.225-3.

___ (20) 52.225-5, Trade Agreements (19 U.S.C. 2501, et seq., 19 U.S.C. 3301 note).

____(21) 52.225-13, Restriction on Certain Foreign Purchases (E.O. 12722, 12724, 13059, 13067, 13121, and 13129).

____(22) 52.225-15, Sanctioned European Union Country End Products (E.O. 12849).

____(23) 52.225-16, Sanctioned European Union Country Services (E.O.12849).

XX (24) 52.232-33, Payment by Electronic Funds Transfer--Central Contractor Registration (31 U.S.C. 3332).

____(25) 52.232-34, Payment by Electronic Funds Transfer--Other than Central Contractor Registration (31 U.S.C. 3332).

____(26) 52.232-36, Payment by Third Party (31 U.S.C. 3332).

____ (27) 52.239-1, Privacy or Security Safeguards (5 U.S.C. 552a).

____ (28) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (46 U.S.C. 1241).

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, which the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or executive orders applicable to acquisitions of commercial items or components:

(Contracting Officer check as appropriate.)

XX (1) 52.222-41, Service Contract Act of 1965, As amended (41 U.S.C. 351, et. seq.).

XX (2) 52.222-42, Statement of Equivalent Rates for Federal Hires (29 U.S.C. 206 and 41 U.S.C. 351, et. seq.).

XX (3) 52.222-43, Fair Labor Standards Act and Service Contract Act -- Price Adjustment (Multiple Year and Option Contracts) (29 U.S.C.206 and 41 U.S.C. 351, et seq.).

XX (4) 52.222-44, Fair Labor Standards Act and Service Contract Act - Price Adjustment (29 U.S.C. 206 and 41 U.S.C. 351, et seq.).

XX (5) 52.222-47, SCA Minimum Wages and Fringe Benefits Applicable to Successor Contract Pursuant to Predecessor Contractor Collective Bargaining Agreement (CBA) (41 U.S.C. 351, et seq.).

(d) Comptroller General Examination of Record. The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records--Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c) or (d) of this clause, the Contractor is not required to include any FAR clause, other than those listed below (and as may be required by an addenda to this paragraph to establish the reasonableness of prices under Part 15), in a subcontract for commercial items or commercial components--

- (1) 52.222-26, Equal Opportunity (E.O. 11246);
- (2) 52.222-35, Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 2012(a));
- (3) 52.222-36, Affirmative Action for Workers with Disabilities (29 U.S.C. 793);
- (4) 52.247-64, Preference for Privately-Owned U.S.- Flag Commercial Vessels (46 U.S.C. 1241)(flow down not required for subcontracts awarded beginning May 1, 1996)., and
- (5) 52.222-41, Service Contract Act of 1965, As Amended (41 U.S.C. 351, et seq.).

(End of clause)

52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

FAR: <http://www.arnet.gov/far> or <http://farsite.hill.af.mil>

DFAR: <http://www.acq.osd.mil/dp/dars/dfars/dfars/html>

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

FAR: <http://www.arnet.gov/far> or <http://farsite.hill.af.mil>

DFAR: <http://www.acq.osd.mil/dp/dars/dfars/dfars.html>

252.204-7004 REQUIRED CENTRAL CONTRACTOR REGISTRATION.(NOV 2001)

(a) Definitions.

As used in this clause--

- (1) Central Contractor Registration (CCR) database means the primary DoD repository for contractor information required for the conduct of business with DoD.
 - (2) Data Universal Numbering System (DUNS) number means the 9-digit number assigned by Dun and Bradstreet Information Services to identify unique business entities.
 - (3) Data Universal Numbering System +4 (DUNS+4) number means the DUNS number assigned by Dun and Bradstreet plus a 4-digit suffix that may be assigned by a parent (controlling) business concern. This 4-digit suffix may be assigned at the discretion of the parent business concern for such purposes as identifying subunits or affiliates of the parent business concern.
 - (4) Registered in the CCR database means that all mandatory information, including the DUNS number or the DUNS+4 number, if applicable, and the corresponding Commercial and Government Entity (CAGE) code, is in the CCR database; the DUNS number and the CAGE code have been validated; and all edits have been successfully completed.
- (b)(1) By submission of an offer, the offeror acknowledges the requirement that a prospective awardee must be registered in the CCR database prior to award, during performance, and through final payment of any contract resulting from this solicitation, except for awards to foreign vendors for work to be performed outside the United States.
- (2) The offeror shall provide its DUNS or, if applicable, its DUNS+4 number with its offer, which will be used by the Contracting Officer to verify that the offeror is registered in the CCR database.
 - (3) Lack of registration in the CCR database will make an offeror ineligible for award.

(4) DoD has established a goal of registering an applicant in the CCR database within 48 hours after receipt of a complete and accurate application via the Internet. However, registration of an applicant submitting an application through a method other than the Internet may take up to 30 days. Therefore, offerors that are not registered should consider applying for registration immediately upon receipt of this solicitation.

(c) The Contractor is responsible for the accuracy and completeness of the data within the CCR, and for any liability resulting from the Government's reliance on inaccurate or incomplete data. To remain registered in the CCR database after the initial registration, the Contractor is required to confirm on an annual basis that its information in the CCR database is accurate and complete.

(d) Offerors and contractors may obtain information on registration and annual confirmation requirements by calling 1-888-227-2423, or via the Internet at <http://www.ccr.com>.

(End of clause)